

Present: Michael Palm (Baraboo), Mark Whitfield (Village of Lake Delton). Absent: Bill Murphy (FBO).
Also Present: Kennie Downing (Airport Manager), Emily Truman (Baraboo City Attorney)

The owner representatives met at the Baraboo-Wisconsin Dells Airport, S3440 County Rd. BD, Baraboo.

The meeting was called to order by Palm at 9:15 AM and roll call was noted by Downing of those present. Compliance of the Open Meeting Law was noted by Palm.

Previous Minutes

Approval of the meeting minutes of December 3, 2019. A motion was made by Whitfield, seconded by Palm and approved unanimously.

Approve Agenda

Moved by Whitfield, seconded by Palm and carried to approve the agenda.

Action Items

2. APPEARANCES/PRESENTATIONS - None

3. PUBLIC COMMENT - None

4. ACTION ITEMS

- a. Discussion of New FBO for Phoenix Services
Brandon Scott submitted his application for FBO. He discussed his proposal of creating Phoenix Flight Services a business that provides helicopter sightseeing tours, contract flights, and drone services. He would sublease space from the owner of hanger 103, Mr. Tom Alibrando. Mr. Alibrando had no concerns about the sublease. Palm asked Emily Truman to research whether Mr. Alibrando's hanger lease had any problems with subleasing terms. Whitfield asked Mr. Scott if he obtained permission from the cities, villages and towns where drones would be flying over and possibly photographing things. Mr. Scott will research if such a requirement exists. Whitfield discussed with Mr. Scott having to create his own helipad for his business when the airport already has one. Whitfield suggested perhaps we should designate a second helipad area if helicopter traffic is so frequent. Palm asked how many transient helicopter landings occur at the airport? Staff will get back with the answer to that answer. As Bill Murphy was not present at this meeting, Bill submitted in writing several questions regarding the Phoenix Flight Services proposal. Mrs. Downing will provide these questions to Mr. Scott in writing. The commission decided to take no action until the answers to the questions were provided. NO ACTION.
- b. Update on property located at E11110 N. Reedsburg Road. Motion made by Whitfield, seconded by Palm to request Ms. Truman and Mrs. Downing to negotiate an offer and bring back information to the commission in closed session. Approved unanimously.

INFORMATION ITEMS

- a. Report from Airport Manager. No new information to report

- b. Report from Bill Murphy, FBO. Bill Murphy was not present at this meeting, but provided a written update, that is attached to these minutes.
- c. Audit report from Baker Tilly. The Commissioners reviewed the audit. No action was necessary.
- d. Review of FY 2019 budget reports and balance sheets. The Commissioners reviewed the year-end budget reports and balance sheets. No action was necessary.
- e. **Next Meeting Date:** will be scheduled as soon as Mr. Scott delivers answers to questions. Next agenda will include 1) Phoenix Flight Services, 2) Fuel system, and 3) Airport Manager designation, Closed session: property at 11110 N. Reedsburg.

ADJOURNMENT: A motion was made by Whitfield and seconded by Palm to adjourn at 10:15AM.